

**Queensborough Community College
Student Activities Committee Meeting
Minutes
November 5, 2004**

The meeting began at 1:15 p.m. in the Student Union Lower Level. In attendance were: faculty members Beth Counihan, Howard Sporn, Heather Dougherty, and Danny Mangra; Marketing Director Susan Curtis; Student Government Officer Avalon Grimes.

The committee discussed:

Old Business:

- 1) Ongoing Student Email Issues
 - a. Debate continues regarding the issues surrounding the minimal student usage of their QCC email accounts. Suggestions were made to use other college and universities' email regulations as a model for QCC, to encourage faculty to open a dialogue with the students regarding how to improve email communications, and to consider the option of allowing students to choose their own user name and password.
- 2) Continued discussion of the formation of a Committee on Student Competitions
 - a. Marketing Director Susan Curtis gave her input and recommendations:
 - supports the concept of a Committee on Student Competitions stating that the success of our own students is an excellent way to market the college
 - recommended announcing the accomplishments of our students on the new college website. To do so would require sufficient lead time and staff support.
 - suggested the pathway of the Current Students Tab which leads to the Student Homepage where there could be a section titled "Competition Corner"
 - b. Suggestion made to request that the Academic Senate create a Committee on Student Competitions and Achievements
- 3) Update on the gathering, reviewing and updating of all student welcoming activities and student informational materials
 - a. Discussion regarding the publication of one Welcome Packet: a consolidated college resource and information source. It mirrors what is found on the QCC website link under the tab for Future Students.
 - b. Suggestion made to create a QCC Calendar for Parents and Family – there is a need to give parents as much of an understanding of what their child is doing in college as it is to inform the students of important information and materials.
 - c. Susan Curtis highlighted the QCC Website as an important tool for getting information to new and/or prospective students. It is currently used by students more frequently than in the past and it is capable of getting the "right message, to the right student, at the right time."
- 4) Update on reviewing the distribution of Academic Integrity information
 - a. Continued discussion of how information is disseminated to students: in class, pamphlet, faculty, QCC Website. Avalon reported that some students were offended by the information, that they would not even think of plagiarizing or cheating; others did not have comment one way or the other—it was just another of the many informational pamphlets they receive.

- b. Suggestion made for organizing a method in which current students explain the policy to incoming students

New Business:

1.) Student Suggestion Box Inquiry

- a. Avalon Grimes noted a student concern regarding the Student Suggestion Box in the Administration Building. Suggestion made for the committee to investigate: Is it being used? Are student suggestions being taken into consideration and/or being implemented? Who reads them? Who responds and how? Who supervises?

Actions taken: 1) Minutes for Friday, October 8' 2004 meeting approved

The committee will meet Friday, December 10, 2004 at 1:15 p.m. in the Student Union Lower Level.

The meeting closed at 1:50 p.m.

Respectfully submitted,

Heather Dougherty
Secretary of Student Activities Committee